



# City of Eugene Equity Panel Application

The City of Eugene (COE) is seeking input on how to make its work more equitable, inclusive and responsive to the needs of marginalized groups, including, but not limited to: Black, Indigenous, and people of color (BIPOC), refugees, immigrants, LGBTQIA+ community, low-income communities, people experiencing disability(ies), individuals who are unhoused, youth, and seniors.

The City invites local organizations who serve marginalized communities to apply for a grant-funded position on the COE Equity Panel (Panel). The selected organizational representatives serving on the Panel will advise City staff on COE programs and practices that impact our community at the intersections of environmental, economic, racial, and social equity.

## **The Panel will advise City staff on an evolving list of topics, beginning with:**

- Topics related to sustainability, including Eugene's Community Climate Action Plan 2.0 (CAP 2.0), and the Climate Recovery Ordinance
- Transportation infrastructure and active/shared transportation programs
- Topics related to housing supply and affordability
- Other topics to be determined

## **EQUITY STATEMENT**

The City of Eugene sees racial and social equity as fundamental components to our role in fostering resilient local communities, economies, and ecosystems. Deeply rooted, systemic diversity of identities and voices is necessary to create and adapt programs to meet the needs of our most vulnerable communities. Given the significant historical disparities that persist in social belonging, economic opportunity, and environmental wellbeing in our community, the City seeks to address historic, systemic oppression based on race, gender, class, sexual orientation, and other identities by actively listening and shifting power and privilege towards marginalized communities.

## **EQUITY PANEL FRAMEWORK**

The City's intent is to select representatives from eight organizations that can speak to the experiences and aspirations of diverse communities and identities in the Eugene area. Organizations that are selected to participate in the Panel will choose a primary member and an alternate to serve on the Panel. Panel members will meet about every two weeks for 2 hours. The Panel is expected to begin meeting in June 2021 and will meet for about 12 months. The final schedule will be created in partnership with the organizations serving on the Panel. We anticipate 18-20 meetings over the 12-month period, or about 2 meetings a month.



Each participating organization will be awarded \$1,500 to serve on the Panel and work in partnership with the City of Eugene. The payment will be made in two installments over the course of the Panel's finalized schedule.

Organizations may choose one of the following options to fulfill the requirements of the grant:

- 1) Identify one existing paid staff member to serve as an organizational representative, AND/OR
- 2) Create a paid organizational employment opportunity and recruit one qualified member or community stakeholder to serve as an organizational representative.

**\*Formal professional or educational experience in sustainability, climate change, transportation issues, or other areas of expertise is not an expectation;** however, the ability to draw the connections between these topic areas and community needs is essential.

### **Expectations of City of Eugene**

- Commitment to learning from organization representatives
- Accessible staff with timely communication
- Coordination of meetings and overall work plan
- Provide facilitator for meetings
- Provide support and education on topics discussed related to sustainability, climate, transportation, and other topics brought to the Panel
- Prepare and deliver printed materials and/or digital materials based on participant preference
- Compile feedback into reports

### **Expectations of the Grantee Organization**

- Support Organization Panel Member Representative with appropriate compensation
- Support organizational representative by connecting with community members, historical documentation, mentorship, and/or other resources
- Provide time and opportunity to discuss and present work with organization leadership, membership, or community and/or other staff
- Provide internet access and technology to access video conferencing software<sup>1</sup>

---

<sup>1</sup> If this is a barrier to access, please contact Lacey Johnson at [ljohnson@eugene-or.gov](mailto:ljohnson@eugene-or.gov) or 541-501-0371.



### Equity Panel Member Responsibilities<sup>2</sup>:

- 1) Review meeting materials prior to meetings and provide additional feedback when requested on Panel topics.
- 2) Review and provide recommendations on City of Eugene topics, programs, and practices presented to the Panel.
- 3) Voice opportunities and challenges within your organization and community networks as they relate to topics, programs, and practices presented to the Panel.
- 4) Participate in meetings approximately every 2 weeks beginning in June 2021 and continuing for about 12 months.
- 5) Attend all Equity Panel meetings; no more than two absences permitted for each organization (combines primary and alternate member participation).
- 6) Actively participate and engage in the Panel discussions. Share honest feedback and expertise.
- 7) Follow working agreements that are mutually developed among the facilitator and panel members.

### EXPECTED TIMELINE

April 1-30	Applications Due
May 2021	Grants Announced
June 2021	Equity Panel Meetings Begin

### QUESTIONS

For questions, comments, or concerns, please contact Lacey Johnson at [ljohnson@eugene-or.gov](mailto:ljohnson@eugene-or.gov) or 541-501-0371

---

<sup>2</sup> The City of Eugene is committed to access for all participants. Due to COVID-19, we expect most meetings to occur virtually. All in-person meetings, if applicable, will be held in wheelchair accessible rooms. For individuals experiencing hearing impairments or individuals with language access needs, including translation, accommodations can be provided with at least one week notice prior to the meeting. To arrange for these or other accommodations, contact Lacey Johnson ([ljohnson@eugene-or.gov](mailto:ljohnson@eugene-or.gov) or 541.501.0371).



## APPLICATION

Apply [online](#) by 5 p.m. on Friday, April 30, 2021. The questions and evaluation criteria are included below for your reference. Please contact Lacey Johnson at [ljohnson@eugene-or.gov](mailto:ljohnson@eugene-or.gov) or 541-501-0371 if you are having any challenges accessing the application.

Organization Name:	
Office Address:	
Person completing the application:	
Position Title:	
Email:	
Phone Number:	

### Definitions

*Racial Equity:* Removing barriers to participation and eliminating disparate outcomes to social belonging, economic opportunity, and environmental well-being based on a person’s racial identity.

*Social Equity:* The quality of fairness and strategic approaches geared towards ensuring access to the same opportunities for everyone. Both an outcome and a process.

*Environmental Justice:* Refers to those cultural norms and values, rules, regulations, behaviors, policies, and decisions to support sustainability so all people can confidently know that their community and natural environment is safe and productive. (Source: Green Action)

### Application Questions

**1) Tell us about your organization: What services and/or support do you offer? What specific communities do you connect with regularly? (20 points)**

We want to better understand your organization and the work you do. We hope Equity Panel Members can speak to the lived experiences of at least one historically marginalized community. Points will be awarded based on the depth of relationships with the community you serve. (approximately 250-350 words).

**2) How do you see your organization furthering racial equity, social equity, and environmental justice efforts in the Eugene area? (20 points)**

The purpose of the Equity Panel is to connect with historically marginalized communities, better understand the needs from these communities, and to work towards integrating the ideas of these communities into the City’s work related to sustainability and transportation. Points will be awarded based on your organization’s connections to racial equity, social equity and environmental justice. (approximately 250-350 words).



**3) Please describe how your organization will support your Equity Panel representative(s). Please see “Expectations of Grantee Organization” on page 3. (10 Points)**

We want to understand how your organization will support your Equity Panel representatives. Points will be awarded based on your organization’s ability to meet the first three bullet points under the Expectations of the Grantee Organization section on page 3. (approximately 150-200 words).